

Individual Development Plans

Learners

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Development Plans

Plan Title: HR Liaison Skillbuilding
Plan Status: Draft
Effective Date:
Approval Date:

Plan Period: One Year
Version: 1
Expiration Date: 2/12/2009 12:00 AM EST

IDP Sections

Section Name: SHORT-RANGE GOALS: 1 YEAR

Goals

Goals	Target Date	Priority	Related Competency	Current Assessment	Complete (%)
Develop HR Fundamentals	2/12/2009 12:00 AM EST	2			0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
EEO AND AFFIRMATIVE ACTION (HRCI/PHR)	Catalog Item	2/12/2009 12:00 AM EST	2				0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
EMPLOYEE RELATIONS (HRCI/PHR)	Catalog Item	2/12/2009 12:00 AM EST	2				0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
HUMAN RESOURCES FUNDAMENTALS (HRCI/PHR)	Catalog Item	2/12/2009 12:00 AM EST	2				0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
Introduction to Human Resources Management Course	External Activities (Activities Not in the Catalog such as OJT, Academic Courses, Conferences, Seminars)	2/12/2009 12:00 AM EST	2	NotStarted			0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
Read HR book from Skillsoft 24/7	External Activities (Activities Not in the Catalog such as OJT, Academic Courses, Conferences, Seminars)	2/12/2009 12:00 AM EST	3	NotStarted			0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
Shadow HR Specialist (focus on EPCS)	External Activities (Activities Not in the Catalog such as OJT, Academic Courses, Conferences, Seminars)	2/12/2009 12:00 AM EST	2	NotStarted	40	0	0.00

Goals

Goals	Target Date	Priority	Related Competency	Current Assessment	Complete (%)
Find a mentor	2/12/2009 12:00 AM EST	2			0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
Enroll in my Center's mentoring program	External Activities (Activities Not in the Catalog such as OJT, Academic Courses, Conferences, Seminars)	2/12/2009 12:00 AM EST	2	NotStarted			0.00

IDP Sections

Section Name: MID-RANGE GOALS: 2 - 4 YEARS

Goals

Goals	Target Date	Priority	Related Competency	Current Assessment	Complete (%)
Budgeting Management	2/12/2010 12:00 AM EST	2	Budgeting Management		0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
BASICS OF BUDGETING	Catalog Item	2/12/2010 12:00 AM EST	2				0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
FEDERAL BUDGETING PROCESS	Catalog Item	2/12/2010 12:00 AM EST	2				0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
Federal Budgeting for non-budgeting personnel	External Activities (Activities Not in the Catalog such as OJT, Academic Courses, Conferences, Seminars)	2/12/2010 12:00 AM EST	2	NotStarted			0.00

Goals

Goals	Target Date	Priority	Related Competency	Current Assessment	Complete (%)
Continue Human Resources Training	2/12/2011 12:00 AM EST	2			0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
DEVELOPING EMPLOYEES (HRCI/PHR)	Catalog Item	2/12/2011 12:00 AM EST	2				0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
HEALTH AND SAFETY IN THE WORKPLACE (HRCI/PHR)	Catalog Item	2/12/2011 12:00 AM EST	2				0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
OCCUPATIONAL HEALTH AND SAFETY (HRCI/PHR)	Catalog Item	2/12/2011 12:00 AM EST	2				0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
Processing Personnel Actions course	External Activities (Activities Not in the Catalog such as OJT, Academic Courses, Conferences, Seminars)	2/12/2011 12:00 AM EST	2	NotStarted			0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
Short detail to work SES recruitment	External Activities (Activities Not in the Catalog such as OJT, Academic Courses, Conferences, Seminars)	2/12/2011 12:00 AM EST	2	NotStarted	40	0	0.00

Goals

Goals	Target Date	Priority	Related Competency	Current Assessment	Complete (%)
NASA Leadership Competency	2/12/2011 12:00 AM EST	2	NASA Leadership Competency		0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
Apply and compete for NASA First Program	External Activities (Activities Not in the Catalog such as OJT, Academic Courses, Conferences, Seminars)	2/12/2011 12:00 AM EST	3	NotStarted			0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
COMMUNICATION SKILLS FOR LEADERSHIP	Catalog Item	2/12/2011 12:00 AM EST	3				0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
DYNAMICS OF LEADERSHIP	Catalog Item	2/12/2011 12:00 AM EST	3				0.00

IDP Sections

Section Name: LONG-RANGE GOALS: 5 YEARS AND BEYOND

Goals

Goals	Target Date	Priority	Related Competency	Current Assessment	Complete (%)
Develop Communication Skills	2/12/2015 12:00 AM EST	3			0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
ADVANCED PRESENTATION SKILLS	Catalog Item	2/12/2015 12:00 AM EST	3				0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
Join Toastmasters	External Activities (Activities Not in the Catalog such as OJT, Academic Courses, Conferences, Seminars)	1/29/2015 12:00 AM EST	3	NotStarted			0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
PREPARING POWERPOINT 2003 PRESENTATIONS FOR EFFECTIVE DELIVERY	Catalog Item	2/12/2015 12:00 AM EST	3				0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
THE WRITING PROCESS	Catalog Item	2/12/2015 12:00 AM EST	3				0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
WRITING A BUSINESS CASE	Catalog Item	2/12/2015 12:00 AM EST	3				0.00

Goals

Goals	Target Date	Priority	Related Competency	Current Assessment	Complete (%)
Program/Project Management	1/31/2013 12:00 AM EST	3	Program/Project Management		0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
AN INTRODUCTION TO PROJECT MANAGEMENT	Catalog Item	1/31/2013 12:00 AM EST					0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
PROJECT MANAGEMENT FUNDAMENTALS	Catalog Item	1/31/2013 12:00 AM EST					0.00

Goals

Goals	Target Date	Priority	Related Competency	Current Assessment	Complete (%)
Progress to Administrative or Executive Officer	2/12/2015 12:00 AM EST	3			0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
Conduct informational interviews	External Activities (Activities Not in the Catalog such as OJT, Academic Courses, Conferences, Seminars)	2/12/2015 12:00 AM EST	3	NotStarted			0.00

Development Activities

Development Activities	Type	Target Date	Priority	Status	Target	Current	Complete (%)
Detail to outside org. as Admin or Exec. Officer	External Activities (Activities Not in the Catalog such as OJT, Academic Courses, Conferences, Seminars)	2/12/2015 12:00 AM EST	3	NotStarted	12	0	0.00